



**JEB BUSH**  
**GOVERNOR**

## MEMORANDUM

**TO:** All AAA Directors

**FROM:** Terry White  
Secretary

**DATE:** January 9, 2003

**SUBJECT:** Notice of Instruction: AOA National Family Caregiver Support Program Survey

**TERRY F. WHITE**  
**SECRETARY**

Attached is a survey instrument we are asking you to complete by 3:00 p.m., Friday, January 10, 2003. We received notice from Billie Greenwell, Program Executive, for Region IV Administration on Aging office that they must have the information about the National Family Caregiver Support Program as it is to be used by Josephina Carbonell, Assistant Secretary for Aging, in a mandated presentation to Congress in February, 2003.

Ms. Greenwell plans to schedule a conference call with department staff no later than Monday, January 13, 2003 as the report to the AoA Central office is due by January 15, 2003. We need your assistance in providing the required information.

Please complete the attached survey no later than 3:00 pm, Friday, January 10, 2003. Please answer each question on the survey as it is imperative that we obtain information from each PSA in order to compile the statewide report. We apologize for the short turnaround time for this request, but we too have a quick turnaround time for our response to AoA. Thank you for your cooperation and we look forward to hearing about the innovative services developed for each PSA. Please contact your OMC Manager should you have any questions.

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